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DD/S REGISTRY

FILE

31 May 1966

MEMO FOR: Deputy Director of Personnel for Operations  
Chief, Benefits & Services Division  
Chief, Contract Personnel Division  
Chief, Mobilization & Military Personnel Division  
Deputy Director of Personnel for Recruitment & Placement  
Chief, Placement Division  
Chief, Recruitment Division  
Chief, Special Activities Staff

SUBJECT : Reporting of Cases with "Flap" Potential

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1. A few days ago, I participated in a meeting chaired by the Acting DD/S with the Directors of Medical Services and of Security concerning the need to alert appropriate officers, particularly the Assistant to the DCI and, when appropriate, the General Counsel concerning cases having "flap" potential. This meeting was prompted by the recent publicity concerning a suit filed by the widow of an applicant for employment with the Agency.

2. It is apparent that we need a better understood, although informal, procedure for ensuring that the officers likely to receive external inquiries about a problem case are alerted to those cases having "flap" potential. While I cannot give you any rules for measuring "flap potential," I think I can rely on the sensitivity of your experienced judgment in identifying them. Normally, they would include adverse decisions not accepted and understood by the applicant or employee or, if the circumstances indicate, by his family. Certainly, we do not want to be swamped by reports of all cases in which any individual may be unhappy about a decision concerning his employment or a course of action being taken. However, I would prefer that you err on the side of reporting cases which don't flap rather than failure to report a case which does. (And in either case, I know you and we will be wrong part of the time.)

3. The Office of the Director of Personnel will be the focal point for the Office of Personnel in recording and passing on information concerning "flap potential" cases. I do not want to institute a system of formal reports unless experience indicates this to be necessary. Initially, the reporting

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system will be informal: each of you is asked to report to the Executive Officer or Assistant Executive Officer any cases arising in your respective jurisdiction which in your judgment have "flap potential." OD/Pers will alert other offices as appropriate and will maintain a brief index-type record of these reports. The custodians of our record will be [redacted] and [redacted]

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Acting Director of Personnel

Distribution:

- 1 - Each Addressee
- 1 - D/Pers Subject
- 1 - D/Pers Chrono

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